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31 July 1969

MEMORANDUM FOR THE RECORD:

SUBJECT: OS Long Range Planning Group Meeting - 25 July 1969

1. The undersigned attended a meeting of the OS Long Range Planning Group held between 1430 and 1550 hours on 25 July 1969 in the OS Conference Room. In attendance were:

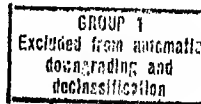
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2. The bulk of the meeting was taken up with another review of the proposed Career Continuity Record Form. At the suggestion of different members, several changes were made in the form.

3. Prior to the close of the meeting, the undersigned reported on his initial efforts with reference to identifying possible methods of computerizing the proposed Career Continuity Record. He reported that he had determined that the OCS personnel file currently programmed on the IBM 360/67 has the following fields:

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Employee Number	Date of Birth
First Name	Career Designation
Last Name	Violations
Grade	Contract Employee Indicator
Step	Reason for Leaving OCS (150 characters)
Date of Grade	OCS Component
Overtime	Education (a multiple entry field showing degree, major & year)
Service Computation Date	Fitness Reports (a multiple entry field showing date & rating)
Sex	Examinations (a multiple entry field showing test type & score)
CIA EOD Date	CIA Training (a multiple entry field reflecting type & date)
OCS EOD Date	
Total QSI	
Date Departed from OCS	
Grade of Slot	
Annual Salary	
Current Education	
Education Sponsorship	
Position Title	
Date of Last Step Increase	

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The undersigned pointed out that the above fields would not be sufficient to handle all the data proposed for the Career Continuity Record.

4. The undersigned also reported that about 75-80% of the data proposed for the Career Continuity Record are already planned for various parts of the [REDACTED] system. The undersigned also emphasized the need for coordinating even at the proposal study level any new systems with the Information Processing Coordinator of the DDS. He specifically called attention to the memorandum forwarded to the Director of Security by the DDS in October 1968 on this subject.

5. The undersigned also related the possibility of developing a file of Career Continuity Records in punch card form. This file could be prepared utilizing OS assets in SR&CD, and manipulated computer-wise on a case-by-case basis with support from OCS.

6. In summary, the undersigned saw three possible alternatives for the automation of the proposed Career Continuity Record:

a. proposing implementation of a specific system to satisfy OS requirements in establishing and maintaining

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a Career Continuity Record on all OS professional personnel.

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b. dependence upon [redacted] subsystems for providing and maintaining the data considered necessary for A&TS and Career Board support through the subsystems being planned currently as part of the [redacted] project, and levying as OS requirements inclusion of additional fields in such [redacted] subsystems to cover those data included in the Career Continuity Record Form, but not currently planned for [redacted]

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c. development of a Data Base within OS in punch card format with occasional input from OCS in the form of sorts and selective printouts.

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The undersigned pointed out that ^{for} alternative a., in all probability, it would be difficult to obtain approval from the DDS, the IPC or [redacted] project management. Alternative b., in the opinion of the undersigned, would stand the best chance of obtaining DDS support. Alternative c. might possibly be approved on an interim basis pending the implementation of [redacted]

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7. No decisions were reached at the instant meeting with reference to the automation planning. [redacted] indicated a desire to determine the exact format of the record form before proceeding to the planning stage of implementation. It was recognized by him that it may not be possible to obtain approval for automation of the file.

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[redacted]
Chief, Information Processing Branch
EPD/OS

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